

**Jefferson County Board
Committee Minutes
September 6, 2017
Infrastructure Committee**

1. Call to order

Meeting was called to order by David at 9:00 a.m.

2. Roll call of Committee Members

Greg David, Dick Jones, John Kannard, Laura Payne & Gary Kutz

Others Present: Ben Wehmeier, County Administrator; Barb Frank, County Clerk; Jim Schroeder, County Board Chair.

3. Certification of compliance with the Open Meetings Law

Staff reported that the meeting agenda was properly noticed in compliance with the law.

4. Review of the Agenda

No changes.

5. Public Comment

None

6. Communications

- Draft Resolution – Accepting bid for Copier Printer Services
- Bids for sound system in board room

7. Approval of the August 2, 2017 Infrastructure Committee meeting minutes

Motion by Jones; Second by Kannard to approve the August 2, 2017 Infrastructure Committee meeting minutes as presented. (Ayes –All) Motion Carried.

8. Update on mass notification system & alert system bids

Wehmeier explained that staff has it narrowed down to 3 finalists. There will be one more meeting to make a final recommendation. No action taken.

9. Discussion and possible action on multifunctional copier replacement bids

A resolution was provided for review. Staff recommends Corporate Business Systems.

Motion by Jones; Second by Kutz to accept the bid from Corporate Business Systems and forward the resolution to the County Board for their consideration. (Ayes-All) Motion Carried.

10. Discussion and possible action on repairing or replacing sound system in the board room

Wehmeier explained that there are issues with the current sound system. Two companies submitted bids on different solutions to this problem. Frank distributed proposals from Enterprise Systems Group (ESG) in the amount of \$36,322 and Roll Call Audio \$31,030 (with an additional annual maintenance fee of \$3,103). Wehmeier asked if an RFP should be issued for this project. Staff will reach out to other counties to see what sound systems they use. This will be discussed at the next meeting. No action taken.

11. Update on restroom remodeling

Wehmeier said that they are making good progress and the project should be completed by the end of September. No action taken.

12. Financial Reports (July)

Financial Reports for Central Services and Management Information Systems (MIS) were provided for review. No action taken.

13. Discuss future meeting schedule. Set next meeting date (October 4, 2017 – 9:00 a.m.)

14. Discuss potential agenda items for the Committee's next meeting

- Approval of the September 6, 2017 Infrastructure Committee meeting minutes
- Update on Outdoor Space Plan
- Discussion and possible action on repairing or replacing sound system in the board room
- Update on Mass Notification & Alert Systems Bid

- MIS reorganization update
- Possible tour of new courthouse bathrooms

15. **Possible tour of courthouse**

16. **Adjourn**

Motion by Jones; Second by Kutz to adjourn at 10:21 a.m. (Ayes – All) Motion Carried.